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THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY

MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY

400 Worcester Road
Framingham, MA 01702-5399
Tel: 508-820-2000 Fax: 508-820-2030
Website: www.mass.gov/mema



Cristine McCombs
Director

DATE: February 22, 2005

TO: Local Officials
Counties of Barnstable, Berkshire, Bristol, Dukes, Essex, Franklin, Hampden, Hampshire, Middlesex, Nantucket, Norfolk, Plymouth, Suffolk, and Worcester

FROM: Cristine McCombs, Director

SUBJECT: January 22-23, 2005 Snowstorm
Applicant Briefings

The Massachusetts Emergency Management Agency (MEMA) will conduct Applicant Briefings at the locations and times on the attached schedule. These briefings will explain the reimbursement process for receiving Federal funds for the eligible snow removal expenses incurred by your community as a result of the January 22-23, 2005 snowstorm.

We encourage your community to send a representative from your Department of Public Works and Finance Department since the briefings will explain the reimbursement process in detail. We expect the briefing to last approximately 1 hour. It is critical that your community send at least **one** representative to obtain the necessary forms and information for your community to receive reimbursement. Please note the briefings scheduled in the following counties, Barnstable, Berkshire, Bristol, Essex, Franklin, Hampden, Hampshire, Middlesex, Norfolk, Plymouth, Suffolk, and Worcester. **IT IS IMPERATIVE THAT YOUR COMMUNITY ATTEND ONE OF THE BRIEFINGS.**

If you have knowledge of a college and/or a private non-profit in your community, please advise them of these briefings, as they too, may be eligible to receive Federal reimbursement for their snow removal expenses. Please note that in order for a private non-profit to be eligible for reimbursement, they must be performing an essential government service and have incurred a minimum of \$1,000 in eligible expenses. To assist you in identifying an eligible private non-profit, please refer to the attached eligible PNP list. If you have any questions regarding the eligibility of a private non-profit, please contact the MEMA Disaster Recovery Department at (508) 820-2055 or refer to the FEMA website (www.fema.gov) for further information.

If you have any questions or concerns regarding these briefings, please contact your MEMA Region Office. We look forward to seeing you.

Cc: John Tommaney, Branch Chief, Response and Recovery, MEMA